

## **Te Kura o Ōpāwaho - Opawa School** Student's Personal Cell Phone/Smart Watch Procedures

### **Junior ākonga/students:**

- Years 0 - 4 ākonga/students do not need to bring a cell phone to school for any reason

### **YEARS 5-8:**

- All phones are handed to the teacher and placed in the class phone bag as soon as the ākonga/student arrives at school. Bags will be secured in a lockable cupboard.
- No cell phones or smart watches to be used out in the playground or inside at any time by any ākonga/students (exception: for health reasons)
- All phones are to be turned off before being handed in (exception: for health reasons).
- Phones are collected at the end of the day by the ākonga/students who own them (3 pm).
- Phones used in the playground will be confiscated for the day and collected by the ākonga/student at the end of the day, from their class teacher / or the teacher who has confiscated the phone (it is important to let the classroom teacher know if this has been done).
- Repeat offence of phones not handed in/used in the playground - phones will be kept in the office and a parent/caregiver requested to come and pick up the phone. This allows for a revisit with families about our phone procedures.
- No texting/calls unless permission is given. Teacher to be present.
- Technicraft (Year 7/8) - Teachers take student phones with them in the designated bag. They will be handed back at 3 pm.
- Before school - No use in the playground, students are to hand them in (as above) when they arrive at school.
- Emergencies/Evacuations - Where possible teachers will take student phones with them in the designated bag when evacuating.